



Owatonna Christian School  
265 26<sup>th</sup> Street NE  
Owatonna, MN 55060  
(507) 451-3495 (phone)  
(507) 451-3762 (fax)  
www.owatonnachristianschool.org

## Student Enrollment Form

### Parent/Guardian Information

Name(s) \_\_\_\_\_  
Father's Last First Mother's Last First

Guardian's Last First Guardian's relationship to child(ren)

Primary Address \_\_\_\_\_  
Father/Mother/Guardian Street City Zip

Parents are: \_\_\_\_\_ Married \_\_\_\_\_ Widowed \_\_\_\_\_ Separated \_\_\_\_\_ Divorced

Child(ren) live with:  Father  Mother  Both  Guardian

Secondary Address \_\_\_\_\_  
Father/Mother/Guardian Street City Zip

Father's Employer \_\_\_\_\_ Work # \_\_\_\_\_ Cell # \_\_\_\_\_

Mother's Employer \_\_\_\_\_ Work # \_\_\_\_\_ Cell # \_\_\_\_\_

Guardian's Employer \_\_\_\_\_ Work # \_\_\_\_\_ Cell # \_\_\_\_\_

Home # \_\_\_\_\_ Church you attend \_\_\_\_\_

E-mail \_\_\_\_\_  
Father's Mother's Guardian's

### Student Information

1. Full Name: \_\_\_\_\_ Grade Entering \_\_\_\_\_ Date of Birth \_\_\_\_ - \_\_\_\_ - \_\_\_\_  
(incl. year)

Any special medication, allergies to medicine or physical impairment:

2. Full Name: \_\_\_\_\_ Grade Entering \_\_\_\_\_ Date of Birth \_\_\_\_ - \_\_\_\_ - \_\_\_\_  
(incl. year)

Any special medication, allergies to medicine or physical impairment:

3. Full Name: \_\_\_\_\_ Grade Entering \_\_\_\_\_ Date of Birth \_\_\_\_ - \_\_\_\_ - \_\_\_\_  
(incl. year)

Any special medication, allergies to medicine or physical impairment:

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4. Full Name: \_\_\_\_\_ Grade Entering \_\_\_\_\_ Date of Birth \_\_\_\_ - \_\_\_\_ - \_\_\_\_  
(incl. year)

Any special medication, allergies to medicine or physical impairment:

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## Emergency Information

Emergency phone # \_\_\_\_\_ Person to ask for \_\_\_\_\_ Relationship \_\_\_\_\_  
**(other than parent – a local person to care for child if we are unable to reach a parent or guardian)**  
**If I am unavailable, I hereby give permission for emergency care and treatment which could include hospitalization, anesthesia, and surgery for my child if deemed necessary.**

Parent/Guardian's Signature \_\_\_\_\_

Date \_\_\_\_\_

## Transportation

My child will ride on the bus

My child will be picked up by parent or other arranged driver

**Required Information:** The following people may pick up my child(ren) from school. Please list name(s) and relationship of that person to your child.

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Check type of vehicle and list color of vehicle:

Car: \_\_\_\_\_  Mini-van: \_\_\_\_\_  Full size van: \_\_\_\_\_  Truck: \_\_\_\_\_

SUV: \_\_\_\_\_

## Student Handbook

My child and I have read and agree to abide by the guidelines as stated in the Student Handbook. The Student Handbook can be found on the school's website [www.owatonnachristianschool.org/Admissions](http://www.owatonnachristianschool.org/Admissions).

Parent/Guardian's Signature \_\_\_\_\_

Secondary Student's Signature \_\_\_\_\_

## Student Advertisement Permission

I agree to allow Owatonna Christian School the use of my child's picture and/or name to appear in the annual yearbook, the local newspaper, on the Owatonna Christian School website, and on the Owatonna Christian School Facebook page.

Parent/Guardian's Signature (Required) \_\_\_\_\_

## Field Trip Permission

I give permission for my child to attend school conducted field trips during the school year. My child has permission to ride the bus to and from the field trips. I understand that my child will be under the care and direction of Owatonna Christian School but I will be notified in the case of an emergency.

Mother's Signature (Required) \_\_\_\_\_

Father's Signature (Required) \_\_\_\_\_

Guardian's Signature (Required if parent's signatures are not given) \_\_\_\_\_

## Code of Conduct

Believing that Christians should reflect the image of Christ, OCS asks that each of the students to be willing to abide by the following code of conduct:

1. All students will be expected to dress according to the dress code in the student handbook.
2. All students are expected to refrain from inappropriate speech and behavior (such as swearing, slang, fighting, discourtesy to others, and teasing). Students are expected to demonstrate Christ-likeness appropriate to their age.
3. All students will abstain from the use of and discussion of illegal drugs, alcohol, tobacco, immorality, violation of civil laws on or off school property, and music, videos, and movies that are not God honoring.
4. All students are expected to obey and honor the rules of the school and all school personnel.
5. All students are expected to promote the good name of OCS by their behavior and attitudes off-campus.

Parent/Guardian's Signature \_\_\_\_\_

Secondary Student's Signature \_\_\_\_\_

## Statement of Cooperation

1. It is understood that parents will pay tuition payments promptly. Payments are due according to the schedule set forth in the handbook. Requests for special payment arrangements must be presented in writing to the principal for approval. Students may be removed from school if tuition becomes past due.
2. Since the tuition charged does not cover the actual costs of educating our children, we will participate in prayer, service, and gifts as the Lord makes it possible.
3. We will attend as many school functions as possible.
4. We pledge our loyalty to the aims and ideals of the school. We will bring any and all questions or concerns first to the teacher involved, and then if the issue is unresolved, to the principal. Conversations that disregard this process may lead to ungodly communication, such as slander and gossip.
5. We give authority to the school to discipline our children, non-corporally, as necessary. We agree that we will cooperate and discipline our children in the home as needed.

6. OCS reserves the right to dismiss any student who does not cooperate with the educational process of the school. If a student is dismissed for any reason, tuition is due through the end of the calendar month.
7. We give permission for our children to take part in school activities, including sports and field trips off the school premises. In case of accident or serious injury, we request the school to contact us. If the school is unable to reach us, we authorize the person in charge to make whatever arrangements seem necessary to care for our injured child.

Parent/Guardian's Signature \_\_\_\_\_

## Payments, Fees & Policies

GBC Member	Year (5% Discount)	Semester	10 Month
K4	\$1995	\$1050	\$210
K-12 One Child	\$3050	\$1605	\$321
Two Children	\$5387	\$2835	\$567
Three Children	\$7220	\$3800	\$760
\$1000 for each additional child after third registered			

Non-Member	Year (5% Discount)	Semester	10 Month
K4	\$2100	\$1105	\$221
K-12 One Child	\$3658	\$1925	\$385
Two Children	\$6403	\$3370	\$674
Three Children	\$8540	\$4495	\$899
\$1000 for each additional child after third registered			

I choose the following payment plan:

- Pre-Pay 100%** of the tuition is paid to OCS by **8/1/18**.
- Two Equal Payments** due on **8/1/18** and **1/15/19**.
- Ten Monthly Installment Plan** beginning **August 1**.

- My child will participate in the milk program (K-12<sup>th</sup> grade).
 

Child's name/grade: _____	<input type="checkbox"/> White Milk	<input type="checkbox"/> Chocolate Milk
Child's name/grade: _____	<input type="checkbox"/> White Milk	<input type="checkbox"/> Chocolate Milk
Child's name/grade: _____	<input type="checkbox"/> White Milk	<input type="checkbox"/> Chocolate Milk
Child's name/grade: _____	<input type="checkbox"/> White Milk	<input type="checkbox"/> Chocolate Milk

Additional Fees:

- New Student Enrollment Fee** .....\$75
- Graduation Fee** ..... \$100  
Must be paid by October 1 of graduation year.
- Milk Fee** (per semester/per child)  
Kindergarten-12<sup>th</sup> Grade.....\$35
- Sports Fees** (must be paid in full before first game)
  - Family Athletic Pass.....\$75
- Full-Time Students:**
  - High School Soccer, Volleyball & Basketball.....\$150
  - Jr. High Soccer, Volleyball & Basketball.....\$75
- Part-Time/Homeschool Students:**
  - High School Soccer, Volleyball & Basketball.....\$175
  - Jr. High Soccer, Volleyball & Basketball.....\$100
  - Non-Grace Baptist Church Member Fee .....\$50

**Referral/Special Discount:**

Enroll a new (never before enrolled) family at OCS and receive a referral credit on your tuition.

**Past Due Tuition:**

The Owatonna Christian School Past Due Policy is approved by the school committee and executed by the Owatonna Christian School office. This policy exists to provide guidelines and add clarity on ALL financial issues including what steps need to be taken to formulate a plan when a family's account becomes past due. Failure to submit a plan, failure to reach acceptable agreement with the school principal, or failure to comply with the plan will result in dismissal of the family's student(s). Accounts must be brought current within fifteen (15) days or the student(s) will not be permitted to return. If needed, parents should contact the OCS office prior to tuition due date to make special/additional arrangements.

**Tuition Rates:**

Tuition rates include curriculum, concurrent student registration, reenrollment, and graduation fees. K4 students do not qualify for multi-student tuition rates.

**I understand the school policy on finances is that in the event of graduation, withdrawal, transfer, or expulsion, I am responsible for full payment of tuition and other fees through the end of the calendar month in which such event takes place. I agree and give my support to these policies.**

Parent/Guardian's Signature \_\_\_\_\_